

TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY
BOARD OF DIRECTORS
Meeting Minutes June 9th, 2016
8:00 AM – IDA Board Meeting Room

1.0 General Business

Chairman Thomas Sy convened the regular meeting of the Town of Lockport Industrial Development Agency at 8:00 AM.

1.1 Roll Call

Present –Chairman Thomas Sy, Vice Chairman – Eric Connor, Treasurer – Sallie Reed, Directors –Robert Runk and Legal Counsel – Daniel Seaman and Brian Seaman; Administrative Director – Marc Smith; and Supervisor Mark Crocker.

Absent: Harold Anderson, Todd Fragale and Daniel Antkowiak.

1.2 Communications

None

2.0 Secretary’s Report

On a motion by Mrs. Reed and seconded by Mr. Runk, the Board voted to approve the Minutes from the May 17th, 2016 meeting.

2.1 Treasurer’s Report

Ms. Reed reviewed the financial reports for the period ending May 30th, 2016. On a motion by Mr. Connor and seconded by Mr. Runk the Board voted to approve the May 30th, 2016 financial reports. On a motion by Ms. Reed seconded by Mr. Connor the Board voted to approve the payment of all invoices and bills as presented with the May 30th, 2016 financial statement.

3.0 Administrative Director’s Report

3.1 Administrative Director Marc Smith reviewed his May report. He met with WoodSmith Fence regarding incentives. Attended the Lockport Business Association meeting. Closed 2 Greenway Grants and received the proceeds. Submitted the DRI Downtown Revitalization Initiative Grant application. Attended the NYSEDC Annual Conference in Cooperstown.

3.2 Lockport Energy Associates – Easements. Since the Town acquired the new land parcel we needed to supply Lockport Energy Associates with various easements and land conveyances to allow them continued use of various utilities.

On a motion by Mr. Connor and seconded by Ms. Reed the IDA Board voted on the following resolution. The Town of Lockport IDA does hereby approve of the extension of existing easements to Lockport Energy Associates as prepared by the IDA attorney and authorizes the Chairman or Administrative Director to execute all documents necessary to effectuate the same. Easements include sign easement, transmission easement, natural gas line easement, and an access agreement.

On a motion by Mr. Connor and seconded by Mr. Runk the IDA Board voted on the following resolution. The Town of Lockport IDA does hereby approve the sale of land at the gas line meter pit to Lockport Energy Associates for \$1000, determines this amount to be a fair and equitable amount for the parcel, and authorizes the Chairman or Administrative Director to execute all documents necessary to effectuate the same.

4.0 Old Business

4.1 Lacey Heavy Equipment – This project is expected to close by the end of June.

4.2 IDA Reform Documents – Brian Seaman introduced two of the required 4 elements of the IDA reform the “Standard Application” and “Standard Contract/Agency Agreement”.

4.3 Standard Application. On a motion by Mr. Connor and seconded by Mr. Runk the IDA Board voted on the following resolution. The Town of Lockport IDA does hereby adopt the new “Standard Application” as presented by Brian Seaman. This application conforms to the new requirements as established by New York State.

4.4 Standard Project Agreement/Agency Agreement. On a motion by Mr. Runk and seconded by Ms. Reed the IDA Board voted on the following resolution. The Town of Lockport IDA does hereby adopt the new “Standard Project Agreement/Agency Agreement. This document conforms to the new requirements as established by New York State.

4.5 Brush Hog Contract – On a motion by Mr. Connor and seconded by Ms. Reed the IDA Board of Directors approved of the hiring of Deering Landscape Contractors 310 Warner Ave, North Tonawanda, NY 14120 to brush hog vacant land owned by the IDA along IDA Park Drive and IDA Park South (GM Parcel). The contract price from last year was extended to 2016. The total price is \$3,150 per mowing.

Additional elements of IDA reform are expected to be reviewed and approved at our July 2016 meeting. These elements are the “Standard Evaluation Criteria” and “Claw back Policy”.

5.0 New Business

5.1 Tenants Roundtable - Our first IDA Park Tenants meeting will take place in September.

5.2 Streetlight – The Town Board voted to install 1 streetlight at the west terminus of Commerce Drive as the result from tenant feedback during recent site visits.

5.3 Shovel Ready NY – Mr. Smith is preparing “Shovel Ready” documents to list 3 parcels in the IDA Park. These will be aggregated lands along IDA Park Drive and Enterprise Drive.

6.0 Executive Session: (Consultation with Attorney)

On a motion by Mr. Connor seconded by Ms. Reed the Board entered executive session at 8:18 AM. On a motion by Mr. Runk and seconded by Ms. Reed the Board voted to come out of executive session at 9:05 AM.

7.0 Adjournment

On a motion by Ms. Reed and seconded by Mr. Connor, the Board voted to adjourn at 9:06 AM.

Respectfully submitted,
Eric Connor – Vice Chairman